



**JONATHAN E. FIELDING, M.D., M.P.H.**  
Director and Health Officer

**JONATHAN E. FREEDMAN**  
Chief Deputy Director

313 North Figueroa Street, Room 806  
Los Angeles, California 90012  
TEL (213) 240-8117 • FAX (213) 975-1273  
[www.publichealth.lacounty.gov](http://www.publichealth.lacounty.gov)



**BOARD OF SUPERVISORS**

**Gloria Molina**  
First District

**Mark Ridley-Thomas**  
Second District

**Zev Yaroslavsky**  
Third District

**Don Knabe**  
Fourth District

**Michael D. Antonovich**  
Fifth District

May 21, 2012

TO: Each Supervisor

FROM: Jonathan E. Fielding, M.D., M.P.H. *JE Fielding m*  
Director and Health Officer

SUBJECT: **NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO ACCEPT FIVE NOTICES OF AWARD FROM THE CENTERS FOR DISEASE CONTROL AND PREVENTION FOR THE EMERGENCY PREPAREDNESS AND RESPONSE PROGRAM**

This is to notify you that I am exercising the delegated authority approved by your Board on July 26, 2011 to accept future amendments to the Centers for Disease Control and Prevention (CDC) Notice of Award (NA) 2U90TP917012-11 that adjust the term of the NA; reflect non-material and/or ministerial revisions to the award's terms and conditions; and allow for the rollover of unspent funds and/or redirection of funds, subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office.

Under this authority, I will accept: 1) CDC NA 2U90TP917012-11 Revised (Amendment 6) issued on March 28, 2012; 2) CDC NA 2U90TP917012-11 Revised (Amendment 7) issued on April 6, 2012; 3) CDC NA 2U90TP917012-11 Revised (Amendment 8) issued on April 13, 2012; 4) CDC NA 2U90TP917012-11 Revised (Amendment 9) issued on April 27, 2012; and 5) CDC NA 2U90TP917012-11 Revised (Amendment 10) issued on May 4, 2012 for the Public Health Emergency Preparedness (PHEP) Cooperative Agreement for the period of August 10, 2011 through August 9, 2013.

**Amendment 6:**

This amendment adjusts the project period end date from August 9, 2016 to August 9, 2012, for a revised project period of August 10, 2011 through August 9, 2012, as determined by the CDC, to align the Hospital Preparedness Program (HPP) and the Public Health Emergency Preparedness (PHEP) grant cycles, and reduce duplication of activities. Under the alignment, CDC will issue a single grant award (HPP-PHEP) instead of separate ones. This amendment also provides notification of a newly assigned CDC Grants Management Specialist.

**Amendment 7:**

This amendment approves the redirection of funds totaling \$3,235,078 from various line items within the Base, Cities Readiness Initiative, and Risk-Base funding categories. **Base**

A total of \$2,769,229 is allocated as follows:

**Personnel:** A total of \$2,021,267 will be used for salary adjustments related to step increases, promotions, and filling of vacant positions. Staff will provide administrative and programmatic support to ensure the completion of grant requirements.

**Equipment:** A total of \$40,379 will be used to procure video conference endpoint equipment to address a critical need to improve communications between field operations, the Department Operations Center, and the Logistics Control Center.

**Supplies:** A total of \$117,091 will be used to procure supplies to document and preserve threat evidence for the Technical Advisory Group; upgrade software for the Public Health Laboratory (PHL); procure personnel protective gear for Environmental Health staff; and support hosting, maintenance, and licensing fees for various information technology applications related to public health emergency preparedness and response operations.

**Travel:** A total of \$18,110 will support staff attendance at the International User Geographic Information System Conference; the National Environmental Health Association Annual Educational Conference; the Joint CDC Preparedness Conference; the Association for Professionals in Infection Control and Epidemiology Conference; and the Lab-Sunquest Users Group Meeting.

**Other Budget Category:** A total of \$29,246 will be used to print program materials; provide services to facilitate electronic lab reporting; provide an annual web-based training program for PHL staff; and repair and maintain laboratory equipment.

**Contractual:** A total of \$543,136 will be used to enhance the Department of Public Health's (DPH) "Prepared 2 Respond" emergency preparedness education and community outreach campaign (\$460,070); assess current DPH and nationwide efforts related to emergency planning for vulnerable populations (\$62,880); and provide information technology support to carry out public health emergency preparedness and response operations (\$20,186).

**Cities Readiness Initiative**

A total of \$299,063 is allocated as follows:

**Personnel:** A total of \$165,574 will be used to provide assistance with the activation of the Department Operations Center and planning, development, implementation, and evaluation of public health nursing interventions.

**Supplies:** A total of \$26,789 will be used to procure personal protective equipment for members of the Incident Response Team.

**Other Budget Category:** A total of \$6,700 will support modifications to DPH's recently acquired WebEOC system.

**Contractual:** A total of \$100,000 will support the development of medical countermeasure operational plans and memoranda of understandings and agreements to support and enhance DPH's response to a catastrophic public health emergency.

**Risk-Base**

A total of \$166,786 is allocated as follows:

**Personnel:** A total of \$87,980 will cover personnel costs related to conducting a County-specific risk/hazard and vulnerability assessment and developing risk mitigation plans.

**Travel:** A total of \$6,245 will support staff attendance at the CDC Joint Preparedness Conference and the National Academy of Sciences Conference.

**Contractual:** A total of \$11,200 will support the refinement of a hazard assessment tool that is used by a broad range of healthcare facilities.

**Indirect:** A total of \$61,361 will be used for indirect cost.

**Amendment 8:**

This amendment approves a 12-month no-cost extension of the current term to facilitate completion and closeout of all PHEP activities. The revised budget and project period are August 10, 2011 through August 9, 2013.

**Amendment 9:**

This amendment authorizes the carryover of prior year unobligated funds in the amount of \$910,384 to the current term Base funding category as follows:

**Equipment:** A total of \$172,935 will be used to procure a copier with scan, email, and fax capabilities for the PHL; a freezer for the PHL to store samples, strains, and reagents; and respiratory protective equipment for Environment Health staff.

**Supplies:** A total of \$130,574 will be used to procure satellite phones to support emergency communications; software upgrades, renewals, and maintenance services for

Each Supervisor  
May 21, 2012  
Page 4

Public Health Information Systems and the PHL; and computer related supplies to assist health education staff with community outreach.

**Travel:** A total of \$11,268 will support staff attendance at the American Society for Microbiology 112th General Meeting; The National Influenza Vaccine Summit; and the Council of State and Territorial Epidemiologists Annual Conference.

**Other Budget Category:** A total of \$429,270 will be used for utility service at the PHL training facility and maintenance services and warranties for laboratory equipment.

**Contractual:** A total of \$166,337 will be used to provide around the clock security at the PHL to ensure a secure facility is maintained for infectious agents.

**Amendment 10:**

This amendment provides administrative corrections to: 1) confirm the prior approval of carryover funds in the amount of \$26,789 for the purchase of supplies for the Cities Readiness Initiative; and 2) correct the amendment number, as reflected in the special terms and conditions of the NA issued on April 27, 2012, from 8 to 9.

County Counsel has reviewed and approved CDC NA 2U90TP917012-11 Revised, Amendments 6 through 10 as to use and this delegated authority action.

If you have any questions or require additional information, please let me know.

JEF:ev  
#02254

c: Chief Executive Officer  
Acting County Counsel  
Executive Officer, Board of Supervisors